

CONFLICT OF INTEREST CODE – APPENDIX A

DESIGNATED EMPLOYEE POSITIONS¹

(Amended January 2004)

Deletions in ~~Double Strike-Out~~

Additions **Shaded**

OFFICE AND POSITIONS

DISCLOSURE CATEGORIES

I. Office of the Executive Director

Executive Director & Secretary	1
Deputy Executive Director	1
Sr Administrative Specialist / Supervisor	20
Special Ass't to the Executive Director	1
Sr Administrative Assistant	4, 5
Special Ass't to the Executive Director	1
Chief Legislative Counsel	1
Director of Governmental Affairs	1
Legislative Counsel	1
Legislative Analyst	1
Director of Media Services & Information	2, 7, 14, 18, 19
Web Editor	2, 7, 19
Editor/Gen Mgr CalBar Journal	2, 14, 19
Sr Editor CalBar Journal	20
Publication & Production Ass't	20
Public Information Officer	20
Dir JNE & Appointments	4, 11, 21
Dir Legal Svcs, Access & Fairness Programs	2, 4, 6, 9, 11, 14, 17, 18
Program Developer	2, 4, 11, 14, 17, 18
Sr Administrative Ass't	2, 4, 11, 14, 17, 18
Dir Legal Services Outreach	2, 4, 9, 10, 11, 14, 17, 18
Program Coordinator	2, 4, 10, 11, 18
Dir Legal Services Trust Fund Program	2, 4, 6, 9, 10, 11, 14, 18
Sr Grants Administrator	20

¹ Where employees in both San Francisco and Los Angeles have the same job title, only the job title appears and not the location. Employees in either location with the indicated job title should file conflicts reports according to the category listed.

OFFICE AND POSITIONS**DISCLOSURE CATEGORIES**

Sr Administrative Ass't	20
Dir Bar Relations Outreach	2, 4, 9, 10, 11, 14, 17, 18
Program Coordinator	2, 4, 10, 11, 17, 18
Dir Section Education & Meeting Services	2, 4, 10, 11, 17, 18
Mgr Section Education & Meeting Services	2, 4, 10, 11, 17, 18
Meeting & Event Administrator	2, 4, 10, 11, 17, 18
Section Coordinator	2, 4, 10, 11, 17, 18
Sr Administrative Ass't	2, 4, 11, 14
Mgr Human Resources	5, 7, 8, 9, 12
Sr HR Analyst	5, 7, 8
Human Resources Employment Representative	12
Human Resources Representative	20
Sr Human Resources Ass't	12

II. Operations

Dir Operations / Chief Operations Officer	1
Dir Administrative Services - LA	2, 4, 7 , 10, 11, 13
Supervisor of Facilities	10
Supervisor Office & Reception Services	2, 4, 10
Dir Real Property Operations	2, 4, 5, 6, 7 , 10, 11, 13, 14 15, 18
Supervisor Office & Reception Services	2, 4, 10, 11, 14, 18
Supervisor Offset Printing	2, 10, 14

III. Office of the Chief Trial Counsel

Chief Trial Counsel	1
Special Ass't to Chief Trial Counsel	20
Deputy Chief Trial Counsel	20
Ass't Chief Trial Counsel	20
Dir Central Administration	7, 10
Mgr Central Administration	20

IV. State Bar Court

State Bar Court Judge	20
Administrative Officer / Chief Court Counsel	1
Chief Ass't Court Counsel	20
Court Administrator	20
Administrative Specialist II	20
Court Services Analyst Technician	20

OFFICE AND POSITIONS**DISCLOSURE CATEGORIES**

Dir Client Security Fund	20
Sr Administrative Supervisor	20
Senior Attorney, Probation	20
VII. VII. Fee Arbitration	
Dir Fee Arbitration	4
Sr Administrative Ass't	20
VIII. VIII. Office of Admissions	
Sr Executive, Admissions	1
Dir for Examinations	2, 3, 4, 7, 10, 11, 13, 14, 18
Examination Technician	2, 4, 7, 10, 11, 18
Dir for Administration	2, 3, 4, 7, 10, 11, 13, 14
Deputy Dir for Administration	2, 3, 4, 7, 10, 11, 13, 14
Section Chief, Administration	2, 4, 7, 10, 14
Dir for Moral Character Determinations	2, 3, 4, 7, 10, 11, 16, 18
Section Chief, Moral Character Determinations	20
Dir Operations & Management - LA	2, 4, 6, 7, 10, 11, 13, 14
Deputy Dir Operations & Management	2, 4, 6, 7, 10, 11, 13, 14
Section Chief, Operations	2, 4, 11, 13, 14
Section Chief, Receipts	20
Section Chief, Eligibility	20
Section Chief, Petitions/ Info. Svcs.	20
VII. IX. Certification	
Dir Certification	2, 4, 11, 17, 18
Sr Compliance Coordinator	20
Sr Administrative Supervisor	20
Supervisor Membership Records	20
VIII. X. Office of General Counsel	
General Counsel	1
Chief Ass't General Counsel	20
Assistant General Counsel	20
Dir of Administration	10
Dir Professional Competence	2, 4, 11, 14, 17
Sr Administrative Specialist	2, 4, 11, 14, 17
Attorney, Professional Comp	20

OFFICE AND POSITIONS**DISCLOSURE CATEGORIES**~~XI~~ **XI.** Office of Administration & Finance

Sr Executive for Finance/CFO

1

Dir Finance

6

Payroll/Accounting Supervisor**6**

Supervisor of Accounting

6

Procurement Officer

1

Supervisor, Purchasing

1, ~~2, 6, 7, 10, 18~~

Mgr Budget & Planning

6

Dir Member Svcs & Info

2, 6, 14

~~XII~~ **XII.** Office of Information Technology

Sr Executive for Information Technology

1

Dir Technology Systems – LA

7, **10**

Dir Information Systems – SF

7

Mgr Systems Development

7

Mgr Web Development**7**

Mgr. Systems Operations

7, 10

Mgr Telecommunications

7, 10

Technical Support Administrator

20

Sr Librarian / Archivist

10, 17

~~XI~~ **XIII.** ~~Diversion~~ **Lawyer Assistance Program**

Dir. Lawyer Assistance Program

2, 4, ~~5~~, 7, **10**, 16, 17, 18, 19

Deputy Dir. Lawyer Assistance Program

2, 4, ~~5~~, 7, **10**, 16, 17, 18, 19~~XII~~ **XIV.**

Miscellaneous

Boards &

Commissions

Committee on Group Insurance

20

Committee on Professional Liability Insurance

20

Attorney Diversion and Asst Program

20

Oversight Committee

Board of Legal Specialization

20

Advisory Commission, Legal Specialization

20

Committee of Bar Examiners

20

Client Security Fund Commission

20

Legal Services Trust Fund Commission

20

Consultants

30

